

CITY COUNCIL AGENDA MEMORANDUM

SUBJECT

Resolution No. 8653 authorizing execution of a general services contract with NW Teambuilding for the operation of programs and services on the Bellevue Challenge Course at Eastgate Park.

FISCAL IMPACT

This agreement authorizes the City to contract with Andrews Consulting, LLC dba NW Teambuilding to provide fee-based programs, services, and camps on the Bellevue Challenge Course. The contract will extend from January 1, 2014 through December 31, 2017, and has a total estimated value to the contractor of \$400,000 over a four-year period. The City will remit to NW Teambuilding a percentage of gross revenue (60-90%) from challenge course programs, services, and camps that NW Teambuilding supervises. The revenues and expenses associated with operating the challenge course are included in the adopted 2013-2014 Budget.

STAFF CONTACTS

Shelley Brittingham, Assistant Director, 452-5213

Brad Bennett, Program Manager, 452-2813

Parks & Community Services Department

POLICY CONSIDERATION

City Contracting Policies:

Because of the aggregate value of this contract, Council approval is required.

BACKGROUND

The Bellevue Challenge Course was completed in early 2006 as part of the overall construction of the South Bellevue Community Center at Eastgate Park. The challenge course has been operated under contract with Andrews Consulting, LLC since 2006, providing approximately 325 programs to 8,800 participants. The current contract with Andrews Consulting expires in December 2013.

Consistent with City contracting policy, a request for proposals was issued in September 2013 for the purpose of soliciting competitive proposals from qualified operators for the challenge course. The most qualified operators known in the area were made aware of the opportunity to operate the challenge course. Two operators willing to meet the City's standards submitted proposals. A team reviewed and scored the proposals based on criteria outlined in the RFP. NW Teambuilding (formerly Andrews Consulting, LLC) was selected as the preferred vendor.

NW Teambuilding will operate all Challenge Course programs and will receive between 60%-90% of all revenue generated from the programs. The varying percentages take into account the type of program offered and whether serving youth, adult, or non-profit groups. The contract will be reviewed annually to discuss operational and marketing goals.

EFFECTIVE DATE

If adopted by Council, this Resolution will become effective immediately. The contract will become effective January 1, 2014.

OPTIONS

1. Adopt Resolution No. 8653 authorizing execution of a general services contract with NW Teambuilding for the operation of programs and services on the Bellevue Challenge Course at Eastgate Park.
2. Do not adopt Resolution No. 8653, and provide alternative direction to staff.

RECOMMENDATION

Adopt Resolution No. 8653, authorizing execution of a general services contract with NW Teambuilding in the amount of \$400,000, for the operation of programs and services on the Bellevue Challenge Course at Eastgate Park.

MOTION

Move to adopt Resolution No. 8653, authorizing execution of a general services contract with NW Teambuilding in the amount of \$400,000, for the operation of programs and services on the Bellevue Challenge Course at Eastgate Park.

ATTACHMENT

Proposed Resolution No. 8653

AVAILABLE IN COUNCIL OFFICE

Copy of Contract

CITY OF BELLEVUE, WASHINGTON

RESOLUTION NO. 8653

A RESOLUTION authorizing execution of a four-year general services contract with NW Teambuilding for the operation of programs and services on the Bellevue Challenge Course at Eastgate Park.

THE CITY COUNCIL OF THE CITY OF BELLEVUE, WASHINGTON, DOES RESOLVE AS FOLLOWS:

Section 1. The City Manager or his designee is hereby authorized to execute a four-year general services contract with NW Teambuilding for the operation of programs and services on the Bellevue Challenge Course at Eastgate Park, a copy of which contract has been given Clerk's Receiving No. _____.

Passed by the City Council this _____ day of _____, 2013, and signed in authentication of its passage this _____ day of _____, 2013.

(SEAL)

Conrad Lee, Mayor

Attest:

Myrna L. Basich, City Clerk